

Format Letter for
Approval of Organizational Documents/
Mortgage Form

Dear

This is to advise you that a review of the

(Organizational Documents, i.e., Certificate of
Incorporation, Regulatory Agreement, Amendment to
Regulatory Agreement and the Bylaws as amended)

(proposed mortgage form)

which accompanied FHA application (case number) has
been completed and the (documents) (form) found
acceptable.

(Accordingly, future applications submitted by you for
Section 203(n) financing involving _____ housing
cooperative need not be accompanied by (Items 1 through 6)
as set forth in paragraph 1-11 of HUD Handbook _____. In
lieu of that documentation, a copy of this letter together
with a certification as follows signed by an appropriate
official of the _____ housing cooperative should
accompany each application, Form FHA _____.

"The provisions of the Organizational Documents
approved by the HUD Field Office under letter
dated _____ are still in full force and
effect, No changes whatsoever to the Organizational
Documents have been made since that approval was
secured."

((Officer) of _____ Housing Corporation))

(A copy of this letter must be submitted with any submission
for insurance endorsement involving a Section 203(n) mortgage
loan. Also, the following certification executed by an
officer of your company must accompany the copy of the letter.

"The provisions contained in the security instrument
are identical to those approved by HUD under
letter dated _____ (copy attached).

((Officer) of (Mortgagee))

Sincerely,

6/79

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